

Policy Applies to:

Anyone accessing Mercy owned campus, premises and when undertaking Mercy Hospital related business off-site.

Related Standards:

- EQulP - Standard 2.4 - The organisation promotes the health of the population.
- EQulP - Standard 3.2 - The organization maintains a safe environment for employees, consumers/patients and visitors.

Rationale:

The purpose of this policy is to ensure that Mercy Hospital:

- Meets the requirements of the Smoke Free Environments and Regulated Products Act 1990
- Recognises its leadership role in reducing smoking related morbidity and mortality in the community, and
- Protects the health and safety of those who work or visit the workplace
- Promote and support smoke free lifestyles to assist in providing a healthy environment for staff, patients, visitors, credentialed specialists and contractors.

Definitions:

Key Words: smoke, smoking, smoking cessation, Auahi Kore, nicotine replacement therapy (NRT), illicit inhalable drugs and prohibited items, e-cigarettes, vaping.

Mercy Hospital campus/premises – includes grounds, buildings, car parks, offices, Mercy Hospital owned vehicles, Manaaki, Marinoto Clinics and Mercy Care East.

Non Prescribed drugs– illegal or other substances that are not prescribed for the patient and that Mercy Hospital considers to be unsafe or wishes to exclude from its premises. Does not include over the counter medication.

Vaping - the action or practice of inhaling and exhaling the vapour produced by a vaping device or heated tobacco product

Objectives

- Mercy Hospital will provide smoke and vape free premises
- Mercy Hospital will be consistent in its management of patients / visitors who introduce non-prescription drugs to the campus

Implementation:

Employees

Staff will be made aware of the Smoke and Vape Free policy through:

- The Mercy Hospital recruitment and employment policies;
- The Mercy Hospital website;
- Smoke free signage on the premises.
- New staff orientation
- Staff newsletters

Mercy Hospital requires all preadmission, day surgery, Manaaki and ward nurses to complete the ABC (Ask, Brief advice, Cessation support) approach for Smoking Cessation education on-line learning package – information links from Mercy Hospital Clinical Staff Training Record section 1 ‘once off requirements’

[Training Requirements Clinical Staff.docx](#)

Patients

Patients will be made aware of Mercy Hospital Smoke and Vape Free policy through:

- The Mercy Hospital website
- Personify
- Patient Information Booklet
- Pre admission assessment interviews, and
- Smoke free signage on the premises.

All patients admitted to Mercy Hospital / Manaaki will be assessed for smoking history, including smoking duration. Documentation on the patient assessment form/on line includes a record of brief advice, cessation support offered, or referral completed to ‘Southern Stop Smoking Service’ which offers quit smoking coaching and prescriptions free of charge. Patients admitted for surgery who do not wish to quit smoking, will be provided with support to manage nicotine withdrawal/cravings as part of the patient treatment plan. Where NRT is to be administered to an inpatient, this must be prescribed on the medication chart.

Vaping

Mercy Hospital acknowledges that vaping can, in some cases, be an effective smoking cessation strategy for some people. However it does not support the use of vaping devices and products on the Mercy Hospital campus. Strategies, such as NRT, will be available to those patients using Vaping to support their smoking reduction.

Visitors

Visitors will be made aware of Mercy Hospital Smoke and Vape Free policy through:

- The Mercy Hospital website
- Visitors' policy, and
- Smoke free signage on the premises ***Contractors***

Contractors will be made aware of Mercy Hospital Smoke and Vape Free policy through:

- The Information Book for Contractors
- Information Sheet for Contracted Suppliers/Service Providers
- Contractors' orientation induction
- Smoke free signage on the premises.

Credentialed Specialists

Credentialed specialists will be made aware of:

- Mercy Hospital's Smoke and Vape Free policy as part of their credentialing process;
- Mercy Hospital's website, and
- Smoke free signage around the campus.

Marinoto Clinics and Mercy Care East Personnel

Marinoto Clinics, Manaaki and Mercy Care East personnel will be made aware of the Mercy Hospital Smoke and Vape Free policy:

- In the Welcome Pack
- The Mercy Hospital website, and
- Smoke free signage around the campus.

Compliance

Mercy Hospital will ensure that smoke free signage is visible and will promote smoke free lifestyles and smoking cessation through staff and public education posters and newsletters.

Guidance to support managers, team leaders and staff to deal with the situation arising when an individual chooses to smoke or vape in the workplace, is available – refer Appendix One.

Complaints

Any employee concerned that the conditions of the Smoke and Vape Free (Auahi Kore) Policy are not being met should discuss this with their Manager.

Any member of the public who is dissatisfied with Mercy Hospital's Smoke and Vape Free (Auahi Kore) Policy may make a complaint via the formal complaint process.

Management of possession of non-prescribed drugs.

The following procedure should be followed –

1. Identify any non-prescribed items
2. Enlist another staff member to act as a witness and to ensure personal safety

3. Notify the patient possessing these substances that they are prohibited and must be confiscated until discharge
4. With a Health Professional witness, uplift the item(s) and lock in the controlled drug cupboard
5. Complete an online incident form and appropriate documentation in the patient's clinical record
6. Legal (but prohibited) items will be returned to the owner upon their discharge from hospital
5. In the case of items which are illegal an appropriate option will be identified through consultation with the relevant Executive member or Executive /Senior Nurse on call. The following actions may apply:
 - Items are destroyed or disposed of (with consent of patient)
 - Arrangements are made by the owner for immediate removal from hospital premises.
 - Notification and surrender to NZ Police.

Suspicion of non-prescription drug use

Where clinical staff suspect that a patient is using non-prescription drugs, discussion should occur with the nurse in charge and the patient's Specialist. Assessment of the patient may include a urine or blood sample. This testing would be solely for clinical reasons, to establish whether drug usage could impact physiologically upon the patient during surgery / anaesthesia.

Evaluation:

The SDHB SmokeFree Coordinator will be invited to review policy and process when significant changes are made

Review of pertinent incident data from incident management system

Associated Documents

External

- SmokeFree Environments and Regulated Products Act 1990
- Health and Safety at Work Act (2015)
- *The New Zealand Guidelines for Helping People to Stop Smoking*, Ministry of Health, June 2014
- SDHB (2016). Prohibited Items Procedure (District), 1-2.
- SDHB (2016). Management of illicit drugs and alcohol on MHAID Services Premises (District), 1-3.
- *Guide to Prescribing Nicotine Replacement Therapy*, Ministry of Health, June 2014
- *ABC Pathway, Key Messages for Frontline Healthcare workers*, Ministry of Health, 2014,

Internal

- **Appendix One: Guidelines for Addressing Non-Compliance with the Smoke Free (Auahi Kore) Policy**
- SmokeFree Policy environmental audit tool
- Medicines Management Policy
- Nicotine Replacement Therapy Policy
- Guide to NRT Assessment for Quit Card Providers
- Patient Assessment Policy

Patients

- Mercy Hospital website www.mercyhospital.org.nz
- 'The Quit book, beat the smoking addiction
- Patient Information Booklet
- Nicotine Replacement Therapy, Policies- SharePoint
- Complaints Policy, SharePoint

Visitors

- Mercy Hospital website www.mercyhospital.org.nz
- Visitors Policy

Staff

- Mercy Hospital website www.mercyhospital.org.nz
- Mercy Hospital Information for Applicants,
- On boarding documentation
- Incident Policy
- Mercy Hospital Staff Orientation (on SharePoint)
- Mercy Hospital Staff Orientation Information, Health and Safety
- Health and Safety one-on-one orientation checklist

Marinoto Clinics, Mercy Care East

- Welcome Information Pack for Marinoto Clinics and Mercy Care East

Contractors

- Contractor Induction Book
- Information Sheet for Contracted Suppliers/Service Providers.